



WHAT'S IN THE WORKS

September 2012

New Employees

Public Works welcomes the following employee who is new to the department since the last newsletter publication:



Gregory Medina
Traffic Signal Technician

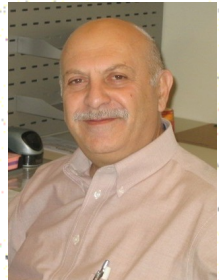


Fernando Martinez
Traffic Signal Technician



Anthony Salcedo
Traffic Signal Technician

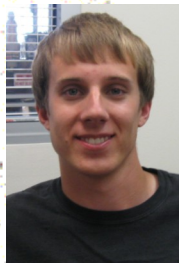
The Traffic Division is happy to welcome new staff member Dr. Rashad Hanbali as a Senior Civil Engineer. Rashad has more than 30 years of Transportation/Traffic Engineering experience. He served as the traffic control engineer in-charge at the City of Milwaukee, Wisconsin, and later served as the City's Traffic Engineer in Cape Coral, Florida. Part of Rashad's current responsibilities are to review traffic engineering plans and oversee grant projects, among other duties. Welcome Rashad!



Volunteer Intern

Sometimes it is difficult to get a job without experience. Whenever possible, Public Works assists those who would like to voluntarily intern by providing opportunities for them to gain valuable experience.

Geoff Tyndall, son of BWP employee Don Tyndall, is currently a volunteer intern in the Fleet Division. He has good basic mechanical skills and is learning how to perform the more complicated repairs to enhance his mechanical knowledge. His goal is to become a certified technician.



Congratulations

Michael Gutierrez and Jeffrey Moulton promoted to the position of Public Works Journeyman in the Street Division.

Congratulations to both!



American Public Works Association Conference

Several staff from Public Works volunteered to help out at the American Public Works Association's annual conference, which was held this year in Anaheim between August 25 and August 29. Kurtis Denny, Jim Lawson, David Rodriguez, and Craig Van Item from Fleet and Sean Corrigan from Engineering all earned a day at the conference with their good works. Bonnie Teaford was on the planning committee for the overall event and organized a Futures Day for college students, introducing them to the exciting world of public works.



Yee Haw! It's time for Burbank's annual Household Hazardous Waste Roundup!

Calling all residents of Los Angeles County! It's time to clean out your garage and cupboards of old paint, pesticides, solvents, chemicals, vehicle fluids, aerosol cans, thermostats, fluorescent lights, batteries, old medications, and medical sharps (in a sealed container), and bring it all down to Burbank's annual Household Hazardous Waste Roundup for proper disposal.



Saturday, September 15th
9:00 a.m. – 3:00 p.m.
Burbank Fire Training Center
1845 N. Ontario Street



Residents may also dispose of electronic waste, such as computers, printers, cell phones, video games, radios, electronic toys, radios, televisions, VCRs, and telephones.



Project Updates



Safe Routes to School Cycle 7 Grant Project

Work is almost complete on the City's Safe Routes to School State Cycle 7 grant project. Residents may have noticed pedestrian crossing signal heads being installed along Magnolia and Olive Avenues, and new curb extensions and improved crosswalks near Stevenson and McKinley elementary schools. These improvements will make pedestrian crossings safer for local students. This \$536,000 project is 90% paid by state grant funds with being work performed by Sully-Miller Contracting Company.

Verdugo Pool Progress

As the summer season wraps up, the Verdugo Pool Project continues to move. Old pool facilities have been demolished, temporary utilities installed and preliminary grading completed, both outside and underneath the recreation center. Plumbing lines have been "roughed in" for the replacement bathhouse and the excavation for the two new pools and mechanical building are completed. Utility work and work on the pools and mechanical building will continue in September. The facility is scheduled to be completed in April 2013 in time for the summer swim season.



Fleet News

A new 10-yard dump truck is now in service in the Street Division. The new truck is a 2012 Freightliner M2 truck that is fueled by compressed natural gas. This truck replaces a 1995 GMC diesel power vehicle. This new vehicle will help to further Burbank's overall vehicle carbon footprint.



Seismic Project

City Council approved the construction contract for Phase 6 of the Citywide Seismic Retrofit Project on August 28th. The project will retrofit the Northwest Library, Public Works Street Supervisor and Police Evidence Storage Buildings, and the Administrative Services Building. FEMA will reimburse the City for \$2 million of this \$5.9 million project. Upon project completion the City will have the opportunity to apply for additional FEMA grant monies to offset the cost of the project.

In preparation for construction, the books and materials at the Northwest Library have been moved to storage and construction at the facility will begin by the end of September.

Plans are also underway to relocate the Financial Services and Management Services Department staff who currently reside in the Administrative Services Building. More information about the new location of each division in the two affected departments will be available as plans are finalized.

Drug Take Back Event

If you miss the Hazardous Waste Round-up and you have old medications to discard, you can take the items to the DEA Drug Take Back event on September 29, in the rear parking lot of the Burbank Police Station located at 200 N. Third Street. The hours for the event are from 10:00 a.m. to 2:00 p.m.

California Resource Recycling Association Conference

The California Resource Recycling Association's 36th Annual Conference "Stop Wasting, Go For Zero" was held August 5 through 8 in Oakland and attracted hundreds of recycling professionals from State and local governments, businesses, hauling companies, processors, non-profit organizations, and allied fields.

John Molinar, Assistant Public Works Director, and Kreigh Hampel, Recycling Coordinator, attended the conference. Key note speakers included Director of CalRecycle, Carol Mortenson and Annie Leonard, Director of The Story of Stuff Project.

Breakout sessions included legislative history, current and emerging policies, extended producer responsibility, greenhouse gas emissions, new technologies, and creating local jobs while improving environmental performance.

A re-occurring topic in this year's conference was meeting the new seventy-five percent diversion goal under Assembly Bill 341. The new California law mandates recycling for businesses generating four cubic yards or more of solid waste per week.



Public Works by the Numbers

Engineering & Construction

The Engineering and Construction Division includes the Street Design and Construction section and the Permits section. The Street Design and Construction section is responsible for planning, designing, constructing, and monitoring the City’s street, alley, and sidewalk infrastructure improvements; overseeing all work in the public right-of-way for public safety and adherence to City standards.

The Permits section of the Engineering and Construction Division regulates all work performed in the public right-of-way. The table below summarizes the activities of the Permits section during the past three months. These data are an indication of private-sector construction activity in the City.

TYPE OF PERMIT	June	July	August
Gas Company *	13	8	3
AT&T *	3	5	4
BWP - Water Division *	25	10	11
BWP - Electrical Division *	4	3	1
Charter Communications *	0	0	1
Excavation *	15	12	14
Excavation w/Plans *	8	5	8
Sewer *	4	8	5
Haul Route *	0	0	1
Building Plan Check	6	4	7
Building/Construction *	10	18	14
Demolition *	1	1	0
Pool *	9	1	1
Street Use *	38	53	51
Transportation *	31	10	22
Water Discharge *	14	10	8
Address Assignment *	25	38	42
Banner *	2	3	2
Encroachment *	2	1	5
Temporary Encroachment *	2	1	1
Conditional Use (CUP) **	1	0	1
Development Review (DR) **	0	2	0
Administrative Use Permit (AUP)	1	0	0
Accessory Structure Permit	1	2	1
Second Dwelling Unit (SDU) **	0	1	0
Lot Line Adjustment (LLA) **	1	0	0
Minor Fence Exception Permit	0	2	0
Major Fence Exception Permit	1	0	0
Plan Development (PD) **	0	0	0
Tentative Parcel Map (TPM) **	0	0	0
Tentative Tract Map (TTM) **	0	0	0
Variance (VAR) **	1	2	1
Zone Map/Text (ZMA/ZTA) **	0	0	1
Monthly Totals	218	200	205
% Change compared to 2011	19%	-13%	2%

OTHER PERMIT SECTION ACTIVITIES	June	July	August
Research/Maps provided to public	24	32	24
News Rack Impoundment	0	0	0
News Rack Verification	7	20	9
News Rack Citations	7	17	5
Open House Applications	22	21	22
Open House Permits *	219	204	94
Monthly Totals	279	294	154

* Permits Issued

** Applications Received in Public Works

Traffic

The Traffic Division includes the Traffic Engineering and Design section, Signs and Painting section, and Signal Maintenance section . Traffic Engineering and Design oversees traffic control designs, plan checking/permitting, parking programs, and neighborhood protection plans. The Signs and Painting section oversees installation/maintenance of traffic signs, traffic control painting, pedestrian crosswalks, and bikeways. The Signal Maintenance section oversees the various Intelligent Transportation System (ITS) devices that include the maintenance/installation of dynamic message signs, trailblazer signs, traffic cameras, and system-wide traffic detection. The Traffic Management Center serves as the centralized command center for the City’s 188 signalized intersections.

The table below summarizes some of the activities of the Traffic Division during the past three months.

	June	July	August
Parking			
Number of monthly permits issued	385	374	384
Monthly parking permit revenue	\$19,250	\$18,700	\$19,200
Residential permits issued	156	129	254
Number of LNCV parking permits issued	162	161	158
LNCV parking permit revenue	\$400	\$340	\$335
Signs & Painting			
Number of linear feet of curb painted/repainted	13,982	7,256	34,147
Number of linear feet of pavement markings painted/repainted	3,336	18,884	5,465
Number of lane miles of street re-striped*	0	66	86
Number of word legends & symbol legends painted/repainted	239	100	127
Number of "Stop" signs replaced on schedule	7	5	11
Number of miscellaneous signs repaired/replaced	305	314	362
Number of traffic count studies conducted	18	8	6
Traffic Signals			
Number of traffic signals receiving preventative maintenance	58	29	22
Number of traffic signal malfunctions repaired	35	31	65
Number of traffic signal malfunctions repaired within 2 hours	35	30	63
Number of Underground Service Alert markings completed	39	90	22

*Re-striping is typically conducted in summer months only.

Water Reclamation & Sewer

The Water Reclamation and Sewer Division includes the Engineering and Design section, Industrial Waste Permitting and Inspection section, Plant Operations and Maintenance section, and Sewer Maintenance section. Its functions include issuing sewer permits; establishing sewer fees; preparing reports and studies relating to the City’s Sewer Master Plan and infrastructure needs; coordinating administrative activities with the City of Los Angeles, state, and federal regulating agencies, and maintaining 284 miles of sewers and storm drains.

The table below summarizes some of the activities of the Water Reclamation and Sewer Division over a three month period.

	May	June	July
Number of SLURP rebates issued (\$'s)	\$2,250*	\$1,825**	\$1,750***
Miles of sewer cleaned	34.51	28.83	36.85
Miles of sewer inspected via CCTV	7.1	4.7	0.1
Number of routine inspections of Significant Industrial Users	0	0	7
Number of illicit discharges inspected	35	24	22
Number of sewer overflow notifications	0	1	1
Number of sewer overflow notifications responded to in less than 25 minutes	0	1	1
Monthly average of flow treated at the Reclamation Plant (in million gallons per day (MGD))	8.08	8.15	8.22
Monthly average of recycled water delivered to BWP (in million gallons per day (MGD))	2.396	2.48	2.763
Monthly average of treated water discharged to the channel (in million gallons per day (MGD))	6	5.88	5.66
Amount of sludge sent to Los Angeles (in million gallons per day (MGD))	0.094	0.151	0.15

*5@\$150, 3@\$500

**1@\$75, 5@\$150, 2@\$500

***5@\$150, 2@\$500

Fleet & Building Maintenance

The Fleet and Building Maintenance Division maintains and repairs all City equipment and buildings with the exception of Fire equipment and BWP equipment/facilities. The Fleet Services section repairs a diverse range of conventional and alternate fueled vehicles and equipment, including the City's demonstration hydrogen fuel station. The Building Maintenance section consists of Facilities Maintenance and Custodial Services, handling the maintenance and repairs of all non-BWP City facilities. Facilities Maintenance includes construction, maintenance, carpentry, and painting of 775,000 sq. ft located within 80 buildings. Custodial Services cleans 532,000 sq. ft of occupied space in 28 buildings.

The table below summarizes some of the activities of the Fleet and Building Maintenance Division during the past three months.

	June	July	August
Fleet			
Total number of vehicles serviced	1306	1261	1397
Preventative maintenance inspections	161	142	176
General Repairs	1127	1070	1178
Road calls	14	37	17
Warranty/Recalls	4	12	26
Building Maintenance			
Number of work orders processed	282	285	299

Street & Sanitation

The Street and Sanitation Division includes the Road and Parkway Maintenance (including graffiti removal), Weed Abatement, Street Sweeping, Flood Control, Refuse Collection, Refuse Disposal, and Recycling sections.

The table below summarizes some of the activities of the Street and Sanitation Division during the past three months.

	June	July	August
Graffiti			
Number of incidents reported	312	178	217
Incidents removed in 1 day	301	177	217
Incidents removed in 2 days	11	0	0
Incidents removed in 3 days	0	0	0
Bulky Items			
Number of bulky item pickups	1764	1641	1731
Potholes			
Number of notifications received	28	39	10
Number repaired within 6 days of notification	27	39	10
Sidewalks			
Number of notifications received	6	12	5
Number repaired within 6 days of notification	6	12	5
Litter & Weed Abatement			
Number of litter or weed complaints	33	45	36
Number of complaints responded to within 3 days	33	45	36
Solid Waste/Recycling			
Number of service orders processed	1072	1071	1147
Number of service orders processed within 5 days	1070	1069	1147
Solid waste tonnage disposed of at Burbank Landfill	2680	2818	*
Green waste tonnage diverted from Burbank Landfill	1702	1688	*
Electronics collected (tons)	15	14	14
Used oil collected (gallons)	365	990	720
Oil drain pans distributed	12	14	12
Composters distributed	28	10	12
Recycling events conducted	3	8	3

All references to number of days are working days only.

Administration

The Administration Division provides administrative, financial, legislative, and employee relations support for the department.

The following table provides a summary of the call volume received by administrative staff in Public Works Field Services during the past three months.

	June	July	August
Bulky*	603	683	663
Sewer	78	78	125
Solid Waste	1902	1957	2036
Street	373	273	294
BWP	322	324	322
Home Rewards Rebate	57	41	53
Engineering	150	98	151
Traffic	227	225	252
Misc	1285	1262	1360
Total number of calls	4997	4941	5256

*Does not include calls to the Bulky Item Hotline.



Public Works Department Mission Statement

The Public Works Department plans, designs, builds, operates and maintains the City's public works systems in a financially and environmentally responsible manner, while responding to the community's changing needs.